



## 2023 Local League Procedures – Revised 07-12-23

USTA leagues coordinated by Greater Richmond Tennis Leagues (GRTL): Patty & Stone Smith

National & Sectional Rules apply to all USTA league matches.

- ★ Click here: [Friend at Court](#) for USTA Handbook of Rules and Regulations
- ★ Click here: [USTA National & Mid-Atlantic Section regulations](#)

### New Regulation Changes at a Glance

- New MAS [Timed Match Procedures](#)
- Self-rated & Appealed down players must play 3 matches, no defaults, to qualify for championships and local playoffs.
- MAS 1.04G(6) A captain may not captain, or complete the roles and responsibilities of a Captain, for a second team at Championships at the same Division, Age Group & NTRP Level.

### 1. GENERAL LOCAL INFORMATION

- a) Local League Coordinator (LC) contact Information is listed on each League Fact Sheet and the local league website. Email is the best way to reach the LC and most efficient way to communicate rules, etc. No texting! When contacting the LC, please identify yourself and give your league and level.
- b) The local league website is the main source of general league information for any leagues administered by Greater Richmond Tennis Leagues (GRTL). It is administered by the LC's and is updated frequently. Local team registration, local rules, league forms, captain resources, and other helpful information for captains and players can be found by visiting the [local league website](#).
- c) [TennisLink](#) is the official and exclusive system for registering players, reporting match scores and showing league standings for the USTA League Tennis program. [TennisLink](#) is administered by Active for the USTA and does not contain any local league information.

### 2. CAPTAIN RESPONSIBILITIES

- **Have fun!**
- Team captains should be familiar with the structure, procedures, USTA National & Mid-Atlantic League Regulations as well as the general Rules of Tennis, including the Code.
- Work with their local league ambassador to register the team and meet all registration deadlines.
- Communicate with their players: such as lineups, match times, match locations, reschedules, and any facility specific requirements (whites, parking, etc.).
- The home team captain is responsible for informing the visiting captain (by email) of any specific information or rules for their club. Is there a dress code? Are water, towels and restrooms

available? Is parking an issue? Will clay or hard courts be used? Will indoor courts be used? Will the Timed Match Procedure be used?

- If a club has a dress code, visiting players must follow the dress code in order to play in a USTA league match.
- Local league matches are not officiated. On match days, team captains and acting captains are expected to identify themselves to opposing captains and ensure that matches run smoothly and all rules are followed. A captain, or acting captain, is strongly encouraged to be present throughout the entire team match.
- Record match results on TennisLink within 48 hours of the completion of your matches.
- Many leagues in Richmond have overlapping league seasons and most players participate in multiple leagues. The LC's try to work out league conflicts as much as possible, but all conflicts cannot be avoided. Captains and players are expected to manage their league schedules to avoid too many conflicts. Accommodation requests for players with conflicting matches due to overlapping league seasons or for playing in multiple NTRP Levels within the same league will not be honored.
- Captains are responsible for controlling the behavior of their teams and spectators. Confrontational, loud, or otherwise unsportsmanlike behavior is unacceptable. If a problem arises, players should ask the spectator to refrain from the behavior. If the behavior continues, the team captains should ask the spectator to refrain from the behavior or leave the area. If necessary, a grievance should be filed by the team captain.
- **Remember that first and foremost you are members and representatives of the USTA.** Captains should conduct themselves in a reasonable and appropriate manner to facilitate a positive league experience for their team and all opposing teams. Courtesy is expected. Tennis is a game that requires cooperation and courtesy.
- *USTA MAS highly encourages the use of email when possible. Or reconfirm any conversations via email/text to avoid any misunderstandings.*
- [Click HERE for USTA Mid-Atlantic Section Captains Resources](#)
- [Click HERE for Local League Website Captains Resources](#)

### 3. LOCAL TEAM REGISTRATION

- Team Registration dates and links to the Team Registration Form for each league are listed on the [local league website](#). Captains must complete the Team Registration Form before the posted deadline.
- Team registration is a commitment to field a team for a specific league. Before registering a team in any league, each team captain must:
  - Make sure you have enough players to field a team.
  - Make sure your home club or facility has approved your team and agreed to host your home matches.
  - Read the Local League Fact Sheet. Fact Sheets are posted on the local league website.
  - Make sure that their USTA Membership contact information is correct since this contact information will be used in the Captains Report in TennisLink. If the information on the Captain's Report is not accurate, it must be updated by contacting USTA Customer Care.

Be sure to use an email address that is checked frequently and be sure to use your cell number if you plan to text other captains on match days.

- Registration after the posted deadline is subject to LC discretion.
- Dropout Deadlines: Registered teams who drop out of the league after the Dropout Deadline listed on the League Fact Sheet could be charged a \$75 fee to cover processing costs. If a team drops out of the league after the Dropout Deadline and after players have registered in Tennis Link, the registered players may be transferred to another team or receive a refund. See Procedure 6 for Refunds and Transfers.
- Please visit the local league website for Team Registration instructions and links to the registration form.
- If a team captain resigns and a new team captain is appointed, someone must notify the LC. The LC will then assign the new team captain in TennisLink and the new team captain will be able to view the Captains Report. The new captain must contact the other captains in their flight or level to advise of the captain change. This will avoid confusion and miscommunication for the remainder of the season.
- Team captains should check email frequently for communications from the LC or other team captains.

#### 4. ROSTERS

- A player's name must be listed on the team roster in TennisLink prior to participation in any match. Before registering in TennisLink, each player's USTA membership must be valid through the end of the league season. Anyone participating in postseason play must have a valid membership at the time of the event. To avoid eligibility disputes, players who register on the same day as their first match are strongly encouraged to print an on-line TennisLink receipt and bring it with them to that day's match.

#### **Player Limit:** 22

**Player Minimum:** 8 players for 5 court leagues, 5 players for Adult 18 & Over 2.5 and 5.0 levels, 7 players for 4 court leagues, 6 players for 3 doubles court leagues, 2 players at each level for tri-level leagues, 3 men & 3 women for mixed leagues, 6 players for singles leagues.

**Player Eligibility:** Straight NTRP levels may play up one level. Combined NTRP levels shall not exceed the level, and rating level difference between partners shall not exceed 1.0 for Adult 55 & Over, Mixed 18/40 & Over League and shall not exceed 1.5 for Combo and Combo Mixed leagues.

MAS 1.04G - 4 Player Rule. Rule 1.04G authorizes players and captains to participate on more than one team under certain conditions. Specifically in Mid-Atlantic Section, player limitation for all league types except Combo, Combo Mixed, Singles which advance to Sectional Championships: only **four** players may be members together on another team in the same Division, within an age group, at the same team NTRP level, during the same season. It is the same season if there is an overlap in the local league scheduled match dates. The infraction occurs at registration. If you have two leagues that are the same Division, same Age Group and same NTRP level then the four player rule applies.

**Roster additions:** Players may be added to the roster at any time up until the second to last regularly scheduled or rescheduled full team local league match. Players may not be added during Championships, including local playoffs.

**Player refunds:** Players who have not participated in a match may receive a partial refund by submitting a Player Refund Form no later than 1 week (7 days) after the local league has completed. Refunds can take 4-6 weeks to be processed.

CLICK HERE: [USTA MAS player refund form](#)

**Player transfer:** Players may be transferred from one roster to another as long as both leagues are coordinated by the same LC, if the player has not yet played in a match AND if the transfer is in the same calendar year. Players requesting a transfer should follow the procedure below: i) Send an email to the LC including the name, USTA #, and current team level & team number as well as the new team level & team number. Both team captains should be copied on the email.

## 5. HOME COURT REQUIREMENTS

- Each team must provide courts to host home matches. Home courts must be reserved for all home matches.
- A minimum of three courts is required for leagues which play 4 or 5 individual matches. A minimum of 2 courts is required for leagues which play 3 individual matches. Staggered match times will need to be used when there are fewer courts than individual matches. See requirements below under Match Procedures.
  - Split Match Times: If the home team must split match times due to court availability, the visiting captain must be informed of the start times for each match, 72 hours in advance by email. (Example: Our singles matches and #1 doubles will play at 9AM. Our #2 and #3 doubles matches will start at 10:30AM.) If the home team fails to notify the visiting captain within the specified 72 hours and it is brought to the LC's attention, the match will be rescheduled by the LC at the visitor's club on a later date.
- If captain/players are members of a private club or have access to a private facility, the captain must check with the staff of the facility to make sure they will reserve enough courts for all home matches.
- Private clubs and facilities have their own membership requirements for the players on their USTA league teams. USTA does not govern their player membership requirements.
- Public tennis facilities may be used if the facility administrators allow courts to be reserved for league matches.
- Belmont Recreation Center tennis courts have limited availability for USTA league matches and must be reserved for USTA leagues through the LC. Please do not contact Henrico County regarding Belmont Courts. Contact the LC for additional information if you are interested in using Belmont Courts.
- Exceptions to the above requirements may be allowed at LC discretion.

## 6. COMPETITION FORMAT

**Number of Matches:** goal 7-10

*There are a variety of play formats to include round robin, partial round robin and additional matches. Some NTRP levels and leagues may be divided into flights with playoffs.*

**Playoffs:** Some NTRP levels or leagues may enter a playoff structure communicated by the LC at the beginning of the season. (Playoff procedures if applicable are listed below in this document.)

***Each local league season must be completed by USTA Mid-Atlantic specified deadlines.***

## **7. MATCH SCHEDULES AND MATCH TIMES**

- Match schedules will be published in Tennis Link 1-2 weeks before the season starts. Captains will be notified by email when the schedules have been published in Tennis Link.
- Matches are scheduled according to court availability at each team's club or facility. Teams are not guaranteed an even number of home and away matches.
- The LC's will make every effort to schedule all Weekend league matches between 8AM and 7PM, and all Weeknight matches between 6PM and 9PM. Most Weekday league matches are 9AM. In some cases it may be necessary to schedule matches outside of those times.

## **8. MATCH PROCEDURES**

### **# of Individual Positions in a Team Match:**

- Adult 18 & Over- 2 singles, 3 doubles
- Adult 40 & Over- 1 singles, 3 doubles
- Mixed (18, 40 and 55), Tri-Level, Combo, Combo Mixed, Adult 55 & Over, Adult 65 & Over, Working Women- 3 doubles
- Singles- 3 singles

*Note: LCs may use alternate # of lines approved by the MAS league manager*

**Balls:** Home team supplies USTA approved balls.

**Match Schedule:** Match schedules are firm and reschedules should be rare.

**Staggered Matches:** If match start times are staggered, the matches will start in ascending order: 1S, 2S, 1D, 2D, 3D. Captains may agree to another order of play prior to the start of the match with such agreements documented in writing (email, etc.).

### **Court Surface(s), Fees and Indoor Court Usage:**

1. Any combination of hard courts, clay courts, or indoor courts may be used for league matches. Clubs and facilities may schedule matches on any available courts. Changes and adjustments by the club may be necessary due to the needs of the club.
2. Most matches are outdoors, but if the club employees assign indoor courts for their team(s) home matches, guest fees or court fees should not be charged to the visiting team.
3. Court fees may apply if team captains or players decide to move a match indoors, but it is up to the players and captains to work out the details. Matches interrupted by rain, **facility issues or other unusual situations** can be rescheduled on any court surface.

**Lineup Exchange:** Suggested- minimum of 10 minutes prior to match start time.

- All captains, acting captains and players should be at the match site and ready to play 15 minutes before match time. This gives captains ample time to exchange line-ups and avoids lateness penalties. It is very important that matches begin on time and warmups are kept to 10

minutes. Most clubs have matches scheduled throughout the day and matches are not allowed to run over the time limit.

- Written line ups, preferably using printed TennisLink scoresheets, must be exchanged simultaneously by the match start time. Write down player first and last names.
- It is not acceptable for a captain to write their line up on their opponent's scorecard 'from memory'. Please notify the LLA if a captain requests to do this.

**Lateness Rule:**

0:01-5:00 minutes: Loss of toss and 1 game  
5:01-10:00 minutes: Loss of toss and 2 games  
10:01-15:00 minutes: Loss of toss and 3 games  
15:01 minutes late: Default

- The Captains or Acting Captains are responsible for assessing lateness penalties. Cell phones should be used to determine accurate times. If a player is late, simply look at the time and apply the appropriate penalty. If split match times are being used and the later matches are scheduled "as courts become available", the lateness rule only applies if a court has become available. Penalties cannot be assessed for the later matches if earlier matches are still in progress.

**Lineup Substitutions:** No substitutions after lineup exchange except due to injury, illness or disqualification prior to the start of match play. If a sub is made during warm-up; that player is entitled to a five (5) minute warmup.

*It is the responsibility of the players to make sure they are on the correct court with the proper opponents. Captains should give their players the names of their opponents when sending them to their court. If there is an error in court positions played, the scorecards will be adjusted accordingly. All matches stand as played.*

**Warm-up:** 10 minutes. (Minimum: 5 minutes for late players).

**Defaulting Lines:** Captains should exhaust all options before declaring a default.

1. **To avoid two defaults, two players will play together in the higher position when both of their partners do not show. (Note: When dealing with combined levels, this would be permissible only if the two players together would not exceed the combined NTRP level.)**
2. **Individual Match Defaults:** Captains should notify the opposing team captains (by email) of known individual match defaults in advance, preferably with 24 hours notice. Once defaulted, players do not need to show up to play and the team receiving the default will be awarded a 6-0, 6-0 score for the court. If unplayable conditions exist (weather, facilities, etc.) and the match is rescheduled, the default is void. If a captain fails to notify of a known default, please report it to the LC.
3. Individual match defaults must happen from the bottom up. Ex: Doubles 3 must be defaulted before Doubles 2, Singles 2 before Singles 1 except in Tri-Level where a default can occur at level.
4. If unplayable conditions exist (weather, facilities, etc.) and the match is rescheduled, any previous known default is void.
5. **Full Team Default:** If one team does not field enough courts to win the team match, this would be an invalid match. Teams committing a full team default will continue to play the remainder of all local league matches. *NOTE: A team cannot advance to championships if they are in a position to do so as a result of being the recipient of a full team default. The exception to this*

*rule applies to two team leagues and in Partial Round Robins. A team in a two-team league cannot advance to a championship if they have defaulted a local league match.*

6. In a league utilizing Partial Round Robins or Additional Matches, a total team default will not count as a win for either team in the standings. All efforts should be made to make up the minimum number of lines to make that team default a valid match. Valid matches played by the defaulting team stand as played. Depending on the circumstances a grievance may be filed.
7. Team captains are responsible for fielding a complete team for each match of the league season and ensure that players understand that defaults should be avoided. Individual and full team defaults can impact the final league standings, take matches away from other players and impact advancing team's players ability to qualify for post season. Both captains should report any full team defaults to the LC so they can ensure appropriate application of rule (MAS 2.01C(6)B).
8. If a team defaults more than 25% of their individual line matches, or has one or more full team defaults the team will be disqualified from any playoffs and may face penalties ranging from written reprimand to: (1) captain may not captain a USTA team; (2) denial of re-entry (as a team) into the local league; or (3) the stipulation that no more than three of the players that had played together on the defaulting team be allowed to play together on ANY level.
9. If a team has one or more full team defaults, all matches of the defaulting team may be removed from the standings in Tennis Link because a team cannot advance to championships if they are in a position to do so as a result of being the recipient of a full team default. If all teams with a mathematical chance to advance have already played the defaulting team in good faith, the matches remain in TennisLink and will stand as played. The league coordinator will check for full team defaults at the end of the league season. If a team is in a position to advance because they are the recipient of a full team default then all matches played by the defaulting team must be removed from the standings (but will remain in TennisLink). The exception to this rule applies to two-team leagues. A team in a two-team league cannot advance to a championship if they have defaulted a local league match.

**Scoring:** Match play will consist of best of two sets using regular scoring and a set tiebreak (first to 7 points, win by 2 points) at six games all in each set. In the event of split sets, a match tiebreak (first to 10, win by 2) in lieu of a third set shall be played immediately following the end-of-set rest period.

The Coman tiebreak procedure will be used for all tiebreaks, unless stated otherwise for indoor matches in the attached Local League Procedures.

**Score reporting in TennisLink:** Captains/Acting Captains should confirm all players names and match scores before entering in TennisLink. Scores must be entered within 48 hours of completion.

*It is the responsibility of both team captains to ensure the scores are entered within the required timeline of 48 hours. Match scores not entered within 48 hours by either captain may be entered "Double Default" by the Local League Coordinator.*

1. After the entire match is completed, both captains or acting captains must confirm all match scores. Captains are strongly encouraged to sign both match scorecards indicating that the player names and scores are correct. Captains are strongly encouraged to retain one of the signed scorecards for the remainder of the season.
2. Score Corrections or Disputed Scores: If a match score needs to be corrected, captains must inform their LC as soon as possible and must complete a [Match Score Correction Form](#). A link to the Match Score Correction Form is available on the local league website in the [Captain's Resources](#). The TennisLink match number must be included in the form.

3. Timed Match: Ensure you are using the Mid-Atlantic Timed Match Procedures and only entering the third set in Tennislink when appropriate. Choose “Timed Match” for Match Status in TennisLink. (MAS timed match procedures are below.)
4. Score Corrections or Disputed Scores: 48 hours after the completion of the match, TennisLink auto confirms the score and the results are deemed final and binding unless there is mutual captain agreement that an error should be corrected.
5. Disputed Scores: See Score Corrections above.
6. Timed Match: Set tiebreaks are scored as 1 game. Choose “Timed Match” for Match Status in TennisLink.
7. Defaulted Matches: The match score is entered as 6-0, 6-0 in Tennis Link and “Default” is chosen for the Match Status. The team receiving the default enters player(s) names. No player names are entered for the defaulting team.
8. Retired Matches: If a player is unable to finish a match due to injury, physical condition, or other extenuating circumstances, that player must “Retire”, resulting in a win for the opposing team. The score is entered as it stood at the time of retirement and “Retired” is chosen for the Match Status in Tennis Link.

**Tie Break Procedures:** All leagues will use USTA National Rule 2.03H2 TennisLink Scoring Procedures in the Event of a Tie.

**2.03H(2)** For National Championships, in the event of a tie, the tie shall be broken by the first of the following procedures that does so:

1. **Individual Matches:** Winner of the most individual matches in the entire competition
2. **Head-to-head:** Winner of head-to-head match
3. **Sets:** Loser of the fewest number of sets
4. **Games:** Loser of the fewest number of games
5. **Game Winning Percentage:** Total games won divided by total games played
6. Coin Toss or other procedure to be announced prior to the start of local league play

## 9. MATCH TIME LIMITS

1. Most matches will have a firm time limit based on court availability at the home facility. The minimum allowable match time is 90 minutes. Most clubs assign 2-hour match times for league matches. The Timed Match Procedure (see below) must be used if the match has a firm time limit regardless of whether the match is played indoors or outdoors. Timed Match Procedure is recommended for use for matches scheduled at 6PM, August-November, at locations without outdoor lights. Captains must discuss time limits and advise all players before the match begins. Home captains must stay informed on their home facility’s rules such as:
  - a. Are matches allowed to run over IF courts are available immediately following the match time?
  - b. May captains reserve additional courts immediately after their assigned time in case matches run over?
  - c. Note: Teams are not allowed to go over the time limit on their assigned courts if the club or facility has reserved the courts immediately after their assigned time.
  - d. Belmont Recreation Center matches may not go beyond 2 hour limit.
2. Before the match begins:
  - a. The home captain must inform the visiting captain of the match time limit. Will the Timed Match Procedure be used? If not, what is the action plan if the match runs over the time limit?



- b. Before players are sent to their assigned courts, each captain must inform their players of the time limit. (90 Minutes, 2 hours, No Time limit) Remind players that warm ups are limited to no more than 10 minutes and to use the Timed Match Procedure to avoid going over the time limit.
- c. If there is no time limit for the match, players must be informed.

## 10. TIMED MATCH PROCEDURES

### MAS Timed Match Procedure

To standardize the determination of a winner in timed matches, the USTA Mid-Atlantic League Committee has written these timed match procedures. All previous procedures in the Section were reviewed, and some outside of our region. Below is what will be used in all areas in 2023.

- **Match Time:** 2 hrs or 1.5 hrs
- **Change Ends of Court:**
  - 2 hrs: change on odd games.
  - 1.5 hrs: Indoor-change end on set only, Outdoor-change on odd games.
- **Bathroom breaks** during the last 15 minutes of a timed match are not allowed. If a bathroom break is taken during the last 15 minutes of the match, it will constitute a retirement.

As a note, the minimum allowable time for a USTA League Match is 90 minutes. Each court shall agree to a timepiece prior to the match starting. Alarms are suggested and should be set for the end time. Warmups are included in the total match time. Any medical timeout taken within the last 3 minutes of the match will constitute a retirement. **When the end time is reached on a court, any point in progress shall be finished, including 2<sup>nd</sup> serve allowed if first serve was a fault.**

If a match "Times Out", the winner shall be determined by the following:

1. The total number of completed games won in the entire match will determine the winner of the match, if the 3rd set tiebreak has not started. See #6 & #7 below.
2. If the total number of completed games are equal, a final Decider Point is played to determine the winner of the match. See below for Decider Point procedures.
3. If the first or second set tiebreak is in progress, the team that is ahead by one point or more, wins the tiebreak and then the total number of completed games won will determine the winner of the match.
4. If tied in either set tiebreak, the next point in normal rotation of serving shall be played to determine the winner of the set. The total number of games won will determine the winner of the match.
5. If the third set tiebreak has not started and the total number of games is equal, a final Decider Point is played to determine the winner of the match. This Decider Point is not a third set tiebreak and is not entered in Tennislink as 1-0. See below for Decider Point procedures.
6. If the third set tiebreak has started, the team that is ahead by one point or more, wins the tiebreak and the match. The score shall be entered into Tennislink with the third set recorded as 1-0.
7. If the third set tiebreak is tied, a final Decider Point is played to determine the winner of the match. The match shall be entered into Tennislink as the actual match score with the third set recorded as 1-0. See below for Decider Point procedures.

Decider Point Procedures:

- The home team spins a racquet, the winner of the spin selects serve or receive (no option to defer) & in doubles states the player who will serve or receive. If the winner of the spin decides to serve, the opponent chooses to receive on the ad or deuce side, regardless of gender, and does not change court position.
- If not in the 3rd set tiebreak, this Decider Point is not a third set tiebreak and is NOT entered in Tennislink as 1-0.

#### **11. LATENESS POLICY:**

0:01-5:00 minutes: Loss of toss and 1 game  
 5:01-10:00 minutes: Loss of toss and 2 games  
 10:01-15:00 minutes: Loss of toss and 3 games  
 15:01 minutes late: Default

- The Captains or Acting Captains are responsible for assessing lateness penalties. Cell phones should be used to determine accurate times. If a player is late, simply look at the time and apply the appropriate penalty. If split match times are being used and the later matches are scheduled “as courts become available”, the lateness rule only applies if a court has become available. Penalties cannot be assessed for the later matches if earlier matches are still in progress.

#### **12. BATHROOM BREAKS:**

- Bathroom breaks are allowed for a reasonable time.
- Bathroom breaks during the last 15 minutes of a timed match are not allowed. If a player chooses to use the bathroom during the last 15 minutes of play during a timed match, the match will be considered to be RETIRED, resulting in a win to the opposing team.
- Players are encouraged to use set breaks and game changeovers for any bathroom breaks.
- No Onsite Restroom/Port a Potty: If there is no bathroom facility onsite, a mutually agreed upon time limit, for a reasonable amount of time, between players on the court will be accepted.

#### **13. INJURIES/MEDICAL TIMEOUT POLICIES:**

**Medical timeout:** A medical timeout shall begin when a player states the need for one. A maximum of three minutes is allowed for a medical timeout. His/her opponent(s) may begin timing the three minutes after which play must resume or the match must be retired. A player may not take more than one medical timeout for the same condition. Any medical timeout taken within the last 3 minutes of a match will constitute a retirement.

**Bleeding timeout:** A bleeding timeout consists of up to 15 minutes to stop visible bleeding, clean up the court, and dispose of contaminated items.

#### **14. CELL PHONES:**

**Cell Phones:** Per USTA Friend at Court: A ringing cell phone is a deliberate hindrance; if an opponent’s cell phone rings during a point, the player may immediately stop and claim the point.

## 15. INCLEMENT WEATHER: Captain Responsibilities, Court Playability, Extreme Temperature Reschedules

Captains are expected to monitor weather forecasts and use courtesy when dealing with inclement, extreme or potential weather issues. Use any agreed upon weather app to monitor local weather conditions for the zip code of the match location. If a match is postponed by captains for extreme weather, the captains should notify the LC.

When weather conditions and/or court playability are uncertain, captains (including acting captains) should communicate with each other early on match day. If the captains are not able to reach a determination on court playability, the teams must go to the courts and be ready to play.

Inclement weather includes rain, lightning, sustained high winds and severe temperatures. Extreme temperatures are considered temperatures below 35°, temperature of 95° or more or heat index of 105° or more.

- **Extreme temperatures** are considered air temperatures below 35° or above 95°. Apparent temperatures of wind-chill 32 degrees or below or heat index 105° or more
  - Extreme temperature reschedules should be rare. If captains agree to reschedule due to extreme temperatures, use Weather Reschedule Procedure. NOTE: When extreme temperatures are imminent, captains are strongly encouraged to communicate the day before the match in question. If local forecasts predict dangerous weather conditions and advise people to stay indoors, use common sense to decide if the match should be played. If either captain requests the LC to mediate an extreme temperature dispute, the LC may use his/her discretion to reschedule the entire team match to a non-negotiable date, time and/or location.
- **Court Playability for facilities with on-site staff:** The court supervisor on duty or appropriate staff will determine whether courts are playable. Home captains are responsible for contacting their club or facility to check court conditions when weather conditions and/or court playability is uncertain. If the court supervisor determines the courts unplayable, the home captain must contact the visiting captain immediately to let them know that the match is canceled. The home captain should get a confirmation from the visiting captain via email/text to avoid any misunderstandings.
- **Court Playability for facilities without on-site staff or court maintenance staff:** The home captain is responsible for arriving early to check court playability and if needed, prepare courts for play. Court conditions should be communicated to the visiting team captain ASAP. If the home captain cannot determine court playability by 1 hour before match time, the teams must go to the courts and be ready to play. If court maintenance equipment is available, the visiting team is encouraged to contribute in preparing courts for play, particularly at times when the weather forecast suggests that there may be problems in rescheduling. For example, if there are a few puddles on the court and rollers are available for use, each team could be in charge of rolling their half of the court. If no court maintenance equipment is available or the captains determine that courts cannot be ready for play within a reasonable amount of time (15 minutes), they may consider the courts unplayable and reschedule the match. Use Match Reschedule Procedure below.

**Interrupted/Incomplete Matches due to weather:** If teams have assembled to play and the match is delayed or interrupted by precipitation or wet courts, teams should be prepared to wait 15 minutes to determine if the courts are playable. Teams may wait longer if all players are in agreement and other matches or court reservations are not scheduled immediately after the allotted match time. If matches

or other events are scheduled immediately after the assigned match time slot, 15 minute delays will not be allowed and the match (or remainder of match) will need to be rescheduled. Use Match Reschedule Procedure below.

**Indoor & Outdoor Matches:** If one or more courts are scheduled indoors, those courts will still play as scheduled. Only the courts scheduled for outdoors would need to be rescheduled. Use Match Reschedule Procedure below for remaining courts.

**Hazardous Weather:** If hazardous travel conditions exist, captains should communicate before the match and may reschedule.

## **16. MATCH RESCHEDULES:**

Match schedules are firm! Matches rescheduled for reasons other than those listed below are subject to being scored as a double default. Matches are to be played on the scheduled date with the exceptions listed below, or at the discretion of the Local League Coordinator.

Makeup matches must be completed within 14 days per MAS rules. See 1.04C(2). Exception: Teams do not have 14 days to make up matches during the last 2 weeks of the league season. These matches must be made up as soon as possible in order to meet required deadlines.

1. If matches are scheduled on observed holidays, captains may request reschedules for recognized federal and religious holidays, and days of observance when there is a risk of defaulting the match, with 14 days notice. ***If either captain requests a holiday reschedule at least 14 days in advance, the opposing captain is required to allow the reschedule. Requests made with less than 14 days advance notice may be denied by the opposing captain.***
2. Facility Issues, which include unexpected club or court closings, court reservation mistakes such as courts being double booked by club or LC, court gates locked on match day, and other unusual situations. Captains must notify opposing captains as soon as they are aware of the issue. Captains should notify the LC and ensure the facility contacts the LC.
3. **USTA League Championship Conflicts** if pre-approved by the LC and the conditions below are met.
  - a. Match reschedule requests must be made to the LC by email within 5 days of the affected league match and will only be granted if at least 40% of the team (or 40% of one gender or rating level for a mixed or combined rating league) is participating in the championship.
  - b. The LC will provide a brief request form to the requesting captain. Names of eligible players requiring the accommodation must be provided in the request form.
4. **Early Play:** Team matches or individual matches may be played before the originally scheduled match date if both captains agree.
  - a. The early matches must be played prior to the originally scheduled date.
  - b. This new agreed upon date now becomes your official scheduled match date.
  - c. If inclement weather or facility issue occurs, the match date reverts to the original date published on Tennis Link.
  - d. It is the responsibility of the requesting player/team captain to secure the court(s) for the newly scheduled match and to release the unused court(s) from the original date and time.
  - e. Notification must also be provided to the original facility to release any unused court(s).
5. **Inclement Weather:** See MATCH RESCHEDULE PROCEDURE below.

6. If the LC is asked to mediate a reschedule dispute, the LC may score the match as a double default or may use his/her discretion to reschedule the entire team match to a non-negotiable date, time and/or location

#### **17. MATCH RESCHEDULE PROCEDURE (#6 Revised 07/11/23)**

1. Both captains are responsible for ensuring that any rescheduled match is played in advance or within 14 days of the originally scheduled match.
2. To complete makeup matches within 14 days, both weekends and weeknights may be used for makeup matches for weekend or weeknight leagues. Matches should only be rescheduled for "normal league playing times" (Weekday Daytime, Weekend, evenings, etc.) Other times are acceptable if both captains agree.
3. Rescheduled matches are to be completed within 14 days per MAS rules. See 1.04C(2). Captains have five (5) days from the original match date to reach an agreement for the date, time and location of a makeup match. The purpose of the 5 day window is to quickly reach an agreement and ensure completion of the makeup match within the 14 day window.
4. If an agreement has not been reached within (5) five days of the originally scheduled match and either captain requests LC to mediate a reschedule dispute, the LC may score the match as a double default or may use his/her discretion to reschedule the entire team match to a non-negotiable date, time and/or location. If the makeup match rescheduled by the LC is not completed, the match in dispute will be entered as a default for both teams.
5. If an agreement has not been reached within (5) five days of the originally scheduled match either captain should request LC to officially reschedule. LC may use his/her discretion to reschedule the entire team match to a non-negotiable date, time and/or location. If the makeup match rescheduled by the LC is not completed, the match in dispute will be entered as a double default.
6. The procedure to negotiate the reschedule is listed below. *Note: Both captains must respond quickly when offering dates, choosing and confirming so that an agreement is reached in 5 days.*
  - a. The home team captain offers 3 different dates for the makeup match within 48 hours of the originally scheduled match.
  - b. **If the home captain fails to offer 3 dates in accordance with "a" above, the match is swapped to the visitor location and the visiting team captain becomes the home captain. The visiting captain now has 48 hours to offer 3 different dates for the makeup match.**
  - c. The visiting captain has 24 hours to choose 1 of the 3 dates for the makeup match. If a visiting captain refuses all 3 dates or does not respond to the home captain's email it will be considered a default by the visiting team.
  - d. Once the visiting captain has chosen a date, the home captain has 24 hours to confirm receipt of the chosen date and confirm that courts are reserved for the chosen date.
  - e. Captains may agree to split the individual matches between the dates offered.
  - f. Rescheduled matches may be split into individual matches and the players involved must follow the procedure listed above. Captains are responsible for providing their players' contact information to the other captain and for making sure that the individual matches are scheduled and played within 14 days.
7. Once a date, time and location for any makeup match has been agreed upon by the captains (or players for individual matches), the makeup match may not be canceled or rescheduled for any reason other than inclement weather or facility issue.
8. It is recommended that details for all rescheduled courts be documented by email and saved in case of a dispute. If captains text or phone each other, they should confirm the details by email.

9. If a rescheduled makeup match is rained out or otherwise rescheduled, a one (1) week extension from the rescheduled date will be allowed.
10. If a rescheduled makeup match is rained out multiple times causing the reschedule to go beyond 14 days, the captains must notify the LC by email and advise of the situation. In this situation, the LC may use his/her discretion to reschedule the entire team match to a non-negotiable date, time and/or location.
11. The HOME captain must notify their home facility if any changes are made to their match schedules. The court reservations for the original match must be canceled if an entire team match is moved.
12. **Interrupted Match:** If a match in progress is stopped due to weather or facility issue, follow the above procedures to reschedule and finish the match. If a match has not started (no points played), the lineup may be changed for the makeup match. Any court surface can be reserved for the rescheduled match.

## 18. SPORTSMANSHIP

USTA Mid-Atlantic is committed to a safe accessible environment for ALL and expects all players to treat each other and the game with respect, and to abide by the rules of tennis as defined in [Friend at Court](#). Every player will sign the Sportsmanship Pledge annually to demonstrate their commitment to exceptional sportsmanship on and off the court at all times. Sportsmanship Pledges must be signed for an individual to be eligible to advance to Regional or Sectional Championships.

**Captains:** Conduct themselves in a reasonable and appropriate manner to facilitate a positive league experience for others. Captains should remind players of expected behavior and celebrate and recognize good sportsmanship through the Recognition program. Examples of inappropriate behavior includes: bullying, frequent phone calls/texts, sending repeated emails about the same topic after receiving an answer, annoying or abusive communications complaining about frivolous matters, frequent requests for special accommodations for your team.

**Players:** Exhibit the highest levels of sportsmanship along with common courtesy and fairness. Each league participant is expected to know USTA league and USTA MAS section regulations.

## 19. SPECTATORS/COACHING

Spectators are permitted if facility permits. Spectators must remain in viewing areas. Viewing areas are: outside the court surface area, behind fencing, netting and/or glass windows. Spectators are not allowed to interact with players and/or make suggestions on any aspect of the match. No Coaching is allowed during the match on or off the court.

Players acknowledge that their spectators are extensions of the team/league, and they (or their captains) should advise them of any USTA regulations if problems arise.

## 20. GRIEVANCES

[Click HERE for Grievance Procedures](#) All grievances requires a \$50 filing fee that will be refunded if the grievance is upheld.

[Click HERE for NTRP Grievance Protocol](#): Player and/or captain committed or condoned obtaining a Self-Rating or possesses a rating which is at a lower NTRP level but has demonstrated the ability to compete at a higher NTRP level.

The USTA League Suspension Point System applies to sanctioned USTA League competitions. Learn how it applies to you. [USTA League Suspension Points System details](#)

## **21. LOCAL LEAGUE PLAYOFF INFORMATION**

**LCs will determine if there will be playoffs and what format will be used to determine the league winner, and advancing team to Regional or Sectional Championships. LCs will communicate this to the Captains before the start of the season.**

1. All players other than self-rated or computer-rated appealed players must have played in 2 local league matches on the same team (1 default received will count) to qualify for post season championships, including local league playoffs.
2. Self-rated and computer-rated appealed players must have played in:
  - a. 2 local league matches on the same team with 1 default counting for local league playoffs
  - b. 3 local league matches on the same team with no defaults counting to qualify for Regional and Sectional championships.
  - c. 4 local league matches on the same team with no defaults counting to qualify for National championships.
3. In levels or flights with local league playoffs for advancement to Regional or Sectional Championships:
  - a. As a show of good sportsmanship and in fairness to other teams in a flight/level, only teams who can participate at the next championship level should participate in playoffs for advancement.
  - b. If a team captain knows before playoffs that his/her team cannot advance to the Regional or Sectional Championships, the captain should notify the LC ahead of time so that the team's spot in the playoffs can be offered to the next team in line.

## **22. LEAGUE ADVANCEMENT TO CHAMPIONSHIP**

**The Mid-Atlantic Section will offer a variety of Regional and Sectional championships, teams should be ready and willing to advance with a full complement of players should their team win the local league, if unable to advance with a full team please advise the LLA.**

Representation at Regional and Sectional Championships is outlined in USTA Rule 2.02B in National and USTA MAS rules.

**For all information on Mid-Atlantic League Championships please visit the [Championship Web Page](#).**

[Click HERE for USTA Mid-Atlantic League Resource Library](#) which links to rules, calendars, forms, & resources. Please enter your zip code for USTA MAS specific information.